



Embassy of the United States of America

01 B.P. 35 Ouagadougou 01
Burkina Faso
Tél: (226) 50-49-53-00

February 27, 2012

To: Prospective offerors

Subject: solicitation number SUV70012D0003 for packing, unpacking, storage and delivery of inbound and outbound shipments of US Embassy Ouagadougou.

Enclosed is a Request for Quotation (RFQ) for packing, unpacking, storage and delivery of inbound and outbound shipments of US Embassy Ouagadougou. If you would like to submit a proposal, please read carefully the solicitation and follow the instructions, complete the required portion of attached documents (K.1), and submit it to the address shown on the Standard Form 1449 that follows this letter.

The Embassy would like to conduct a pre-proposal conference on March 12, 2012 at 14:00, and all prospective offerors are welcome to attend. Please submit questions via email to OUGProcurementList@state.gov so that we can discuss them on March 12, 2012 at 14:00.

We intend to award this contract to a responsible company submitting a lowest price technically acceptable.

Proposals should be submitted in electronic version by e-mail to OUGProcurementList@state.gov or by mail to:

US Embassy Ouagadougou
General Service Officer
01BP 35 Ouagadougou 01
Burkina Faso

Your proposals can also be submitted in a sealed envelope marked "Proposal Enclosed" to the:

Contracting Officer, Mr. Kwang KIM, at the U.S. Embassy, Secteur No15 Ouaga 2000, Avenue Sembene Ousmane, Rue 15.873 Arrondissement de Bogodogo.

Proposals are due by 12:00 noon on March 16, 2012

Sincerely,

Kwang KIM
Contracting Officer

